

CITY OF CENTRAL POINT  
*Oregon*

City Council Meeting Minutes  
Thursday, September 17, 2020

I. REGULAR MEETING CALLED TO ORDER

The meeting was called to order at 7:00 PM by Mayor Hank Williams

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Attendee Name	Title	Status	Arrived
Hank Williams	Mayor	Present	
Neil Olsen	Ward I	Present	
Kelley Johnson	Ward II	Present	
Melody Thueson	Ward III	Present	
Taneea Browning	Ward IV	Present	
Rob Hernandez	At Large	Present	
Michael Parsons	At Large	Present	

Staff members present: City Manager Chris Clayton; City Attorney Sydnee Dreyer (V); Finance Director Steve Weber; Police Chief Kris Allison (V); Parks and Public Works Director Matt Samitore; Principal Planner Stephanie Holtey; and City Recorder Deanna Casey.

IV. SPECIAL PRESENTATIONS - Mike Oliver

Community Development was to recognize Mike Oliver for his time on the Central Point Planning Commission. Mike Oliver was not present. We will reschedule this item for the next meeting.

V. PUBLIC COMMENTS

Gloria Schell, Madison Court Resident

Mrs. Schell spoke regarding the fire on the greenway last week. She is interested in how Central Point is going to deal with the fire situation that exists along the Greenway. Mayor Williams stated that the City Manager will be reporting on that during his report tonight.

VI. CONSENT AGENDA

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Rob Hernandez, At Large  
**SECONDER:** Taneea Browning, Ward IV  
**AYES:** Williams, Olsen, Johnson, Thueson, Browning, Hernandez, Parsons

A. Approval of August 13, 2020 City Council Minutes

**B. Parks Commission Report August 2020**

**VII. ORDINANCES, AND RESOLUTIONS**

**A. Resolution No. \_\_\_\_\_, A Resolution Approving the Intergovernmental License Agreement for Ballot Box Placement and Authorizing the City Manager to Execute Same**

City Attorney Sydnee Dreyer explained that Jackson County recently quit claimed its joint ownership interest in the library property. By signing the Quitclaim Agreement the County no longer has the authority to retain the Ballot Box in its existing location without a grant of a license or easement by the City.

The agreement provides the County a revocable license to use the property for installing, operating, and maintaining the Ballot Box. The license term is for five years, unless otherwise terminated. The County will remain solely responsible for maintenance and repair of the box, and the city remains responsible for maintenance of the grounds surrounding the license area.

**Kelley Johnson moved to approve Resolution No. 1637, A Resolution Approving the Intergovernmental License Agreement for Ballot Box Placement and Authorizing the City Manager to Execute Same.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Kelley Johnson, Ward II
<b>SECONDER:</b>	Melody Thueson, Ward III
<b>AYES:</b>	Williams, Olsen, Johnson, Thueson, Browning, Hernandez, Parsons

**B. Resolution No. \_\_\_\_\_, A Resolution Declaring the Intention of the City of Central Point to Consider Transfer of Ownership of the Central Point Cemetery to City of Central Point and Authorizing City Manager to Take Such Action as Necessary to Initiate Such Transfer**

Mrs. Dreyer explained that at the August Study Session the City Council discussed the current conditions and ownership requirements for the Central Point Cemetery. Due to long-term neglect and community concerns, the city is considering ownership of the property. The current owner is the Restoration and Beautification Foundation. The facility is considered an "Operating Cemetery" under Oregon State Statute which means that internments are performed and that there are outstanding preneed service contracts for unperformed services.

The resolution allows staff to begin to move forward with municipal code amendments, develop cemetery rules, and complete state applications for certification and transfer of the existing cemetery license, along with developing other associated documents. The City Attorney recommends the city obtain a letter of intent to transfer property from the current owner to ensure the owner intends to move forward with this transfer prior to the city expending significant staff time and resources in pursuing such a transfer.

**Melody Thueson moved to approve Resolution No. 1638, declaring the intention of the City to consider transfer of ownership of the Central Point**

Cemetery to the City of Central Point and authorizing the City Manager or his designee to take such actions as necessary to initiate such transfer.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Melody Thueson, Ward III
<b>SECONDER:</b>	Rob Hernandez, At Large
<b>AYES:</b>	Williams, Olsen, Johnson, Thueson, Browning, Hernandez, Parsons

C. **Resolution No. . A Resolution of the Central Point City Council Adopting the City of Central Point 2040 Strategic Plan**

City Manager Chris Clayton explained the history of the 2040 Strategic Plan over the last 18-months. There were three distinct phases:

- 2019 Citizen Survey was conducted in the first quarter of 2019.
- The City Executive Team began a series of workshops to provide a strategic framework for the City Council in late summer/early fall 2019.
- The City Council began a series of public meetings, including a community forum in late 2019.

He explained the financial analysis, and staff recommendation on approval. He noted that there is nothing in this plan in regards to emergency preparedness/emergency management. His recommendation is to add the statement:

Responsible Governance Goal 6. Prepare as a resilient city with the capabilities required across the whole community to prevent, protect against, mitigate, respond to, and recover from the threats and hazards that pose the greatest risk.

**Melody Thueson moved to approve Resolution No. 1639, A Resolution of the Central Point City Council Adopting the City of Central Point 2040 Strategic Plan adding Responsible Governance Goal 6. Prepare as a resilient city with the capabilities required across the whole community to prevent, protect against, mitigate, respond to, and recover from the threats and hazards that pose the greatest risk.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Melody Thueson, Ward III
<b>SECONDER:</b>	Neil Olsen, Ward I
<b>AYES:</b>	Williams, Olsen, Johnson, Thueson, Browning, Hernandez, Parsons

D. **Resolution No. . A Resolution to provide Economic Support to the Central Point Community During the COVID-19 State of Emergency, Establishing the CARES Act Community Support Grant Program**

Finance Director Steve Weber explained that because of the economic hardship felt across the country as a result of the COVID-19 pandemic funds have been used to reimburse the City for eligible expenditures incurred for materials and services in responding to the public health and safety measures implemented at City facilities. City staff has identified the needed community assistance in the area of rent and

utility assistance, childcare program assistance, and food assistance. Recently staff met with organizations that have been providing needed services to the community that has been affected by the COVID-19 pandemic about possible partnerships utilizing the City's allocation of CARES Act funding. The proposed resolution establishes the CARES Act Community Support Program and designates the initial distribution of grant program funds to local organizations.

The City manager is authorized to allocate Grant Program funds, consistent with the Guidelines for allocation and the City's agreement with State of Oregon Department of Administrative Services.

- A. Kid Time Children's Museum for the childcare;
- B. YMCA for the childcare programs;
- C. St. Vincent de Paul for rental and utility assistance for Central Point residents;
- D. Family Nurturing Center for assistance to Central Point families in need;
- E. City's Emergency Small Business Assistance Grant Program;
- F. RVCOG for the Food & Friends/Senior Meals program;
- G. Jackson County 4-H Junior Livestock Auction to support Central Point area 4-H members as a result of the cancellation of the Jackson County Fair;
- H. Reimbursement funds for additional childcare programs.

To quickly and efficiently mitigate economic damage to the Central Point community, the City Manager may further allocate and distribute any Grant Program funding with the support and guidance of City staff to achieve the following goals:

- A. Small business stabilization and support;
- B. Rental and utility assistance to individuals;
- C. Assistance and support to childcare organizations; and
- D. Assistance and support to vulnerable populations through established nonprofit agencies.

**Kelley Johnson moved to approve Resolution No. 1640, A Resolution to Provide Economic Support to the Central Point Community During the Covid-19 State of Emergency; Establishing the Cares Act Community Support Grant Program.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Kelley Johnson, Ward II
<b>SECONDER:</b>	Michael Parsons, At Large
<b>AYES:</b>	Williams, Olsen, Johnson, Thueson, Browning, Hernandez, Parsons

**E. Resolution No. . A Resolution Authorizing Staff to Seek Debt Financing that will Finance the Construction of the New Parks and Public Works Operations Facility**

Mr. Weber explained that staff is asking Council direction to seek debt financing for the construction the new Parks and Public Works Operations Facility. City staff has been closely monitoring interest rates with a target fall/winter 2020 to complete financing. Rates have remained very low due to the COVID-19 pandemic. The project was budgeted for in the 2019-21 biennial budget, and debt service payments will be budgeted for in the corresponding future biennial budget.

The new facility will be located on property recently purchased by the City on South Haskell and Ash Street. The purchase closed July 2, 2019. S&B James was awarded the bid in June 2020 for the design of the facility.

**Kelley Johnson moved to approve Resolution No. 1641, A Resolution Authorizing Staff to Seek Debt Financing that will Finance the Construction of the New Parks and Public Works Operations Facility.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Kelley Johnson, Ward II
<b>SECONDER:</b>	Taneea Browning, Ward IV
<b>AYES:</b>	Williams, Olsen, Johnson, Thueson, Browning, Hernandez, Parsons

F. **Resolution No. \_\_\_\_\_, A Resolution Declaring an Emergency in the City of Central Point and Adopting Measures to Prevent, Minimize, Respond to or Recover from the Wildfire Emergency**

City Attorney Sydnee Dreyer explained that ORS and the Central Point Emergency Operations Plan (EOP) provide authority for the City to act as an emergency management agency. There are multiple active fires in Jackson County resulting in evacuation of a significant number of county residents. A State of Emergency declared by Governor Brown and a Federal Emergency disaster declaration for the State of Oregon was approved on September 10, 2020 due to continued wildfires.

These circumstances require a coordinated response beyond that which occurs routinely, and the required response can not be achieved solely with the added resources acquired through mutual aid or cooperative assistance agreements. The city can take steps to help mitigate and avoid some of the most drastic consequences of the fire and evacuations through actions that result in the assistance of sheltering evacuees and providing hygiene resources.

Approving the proposed resolution will allow the City to seek state and federal assistance for significant overtime expenditures to deal with the disasters. This declaration will also allow the city to work on temporary housing options and infrastructure. Thousands of homes were destroyed in the recent fires and those people need temporary housing options until they can rebuild.

**Michael Parsons moved to approve Resolution No. 1642, declaring an Emergency in the City of Central Point and adopting measures to prevent, minimize, and respond to or recover from the wildfire emergency.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Michael Parsons, At Large
<b>SECONDER:</b>	Melody Thueson, Ward III
<b>AYES:</b>	Williams, Olsen, Johnson, Thueson, Browning, Hernandez, Parsons

VIII. **BUSINESS**

A. **Planning Commission Appointment**

City Manager Chris Clayton explained there has been a vacancy on the Planning Commission. Staff and the Mayor reviewed the applications and interviewed Brad Cozza. This appointment is for the remainder of Position 1, and expires 12/31/2020. Mr. Cozza introduced himself. He works at the airport and has a history of community involvement in another state.

**Mayor Williams moved to appoint Brad Cozza to complete the Position 1 Planning Commission term ending December 31, 2020.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Hank Williams, Mayor
<b>SECONDER:</b>	Michael Parsons, At Large
<b>AYES:</b>	Williams, Olsen, Johnson, Thueson, Browning, Hernandez, Parsons

**IX. MAYOR'S REPORT**

Mayor Williams reported that:

- He has been attending LOC virtual meetings.
- He attended a meeting with federal officials about the fire situation in the valley.
- He toured the Central Point Greenway fire area with the City Manager. This could turn into a major asset if we plan to manage it going forward.

**X. CITY MANAGER'S REPORT**

City Manager Chris Clayton reported:

- Fire Chief Bob Horton has joined us virtually tonight. He is available to answer any questions regarding the Greenway Fire. He will return in about a month with a full recap of the situation. He is very proud of the employees in Public Works and the Police Department for their hard work in saving life and property during the fires this week. There has been a lot of discussion regarding the notifications for the fire. He would not change the call to evacuate the entire City of Central Point. We did not know how the fire was going to go, and we wanted to give citizens a chance to prepare for what could happen. We are all looking forward to the after emergency process and reviewing how things went.
- We plan to thank our employees for helping during the fire on the greenway and the Alameda fire.

Fire Chief Bob Horton stated that he is very proud of Central Point staff and citizens for all they did during the fire. Chief Allison and PD did an amazing job getting people out of the danger zone quickly. We showed great teamwork between the Fire District and City employees.

- One employee lost their home in the Alameda Fire in Phoenix. We are working on a way to allow donations for employees who were affected by the fires.

- He updated the Council on deadlines for FEMA to receive initial reports from the city. We are working on locating properties that could hold temporary housing for people waiting to rebuild their home.
- Greenway maintenance is a shared regional and local responsibility. He explained the agreement and jurisdictional boundaries along the Greenway. Central Point is hiring a contractor to remove small trees that were damaged by the fire. We need to act independently to protect our Central Point section. We would like to see it more like a river walk, with little to no vegetation and more park like sections along Central Point. We hope that FEMA assistance will help us do this. We will be setting up an Adhoc Committee with Council and citizens.
- There are some budget considerations in regards to helping the other jurisdictions with recent emergencies. Our Finance Director will be working on reimbursements through FEMA.
- Long-time resident Libby Pfaff turned 100 years old this week. The Pfaff Family has been involved with the Community for many years.

#### **XI. COUNCIL REPORTS**

Council Member Kelley Johnson reported that she attended LOC Virtual meetings and toured the Greenway fire area.

Council Member Rob Hernandez reported he toured the greenway and likes the river walk idea. He would like to volunteer to be on the Greenway Adhoc Committee.

Council Member Tanea Browning reported that:

- she attended a Fire District Board Meeting
- she attended an RVCOG meeting.
- She wrote a letter thanking City Staff for the job they did during the fires, and would encourage council to sign it with her.

Council Member Michael Parsons reported that he attended:

- The Study Session
- An RVSS board meeting where they talked about the fire and future problems revolving around fires.
- The Parks and Rec Committee meeting.
- The Greenway tour and agrees with the river walk idea.

Council Member Neil Olsen reported that he:

- attended a Southern Oregon gathering in Rogue River.
- Toured the Expo and shelter.

- Took a tour of ESCO.

## **XII. DEPARTMENT REPORTS**

Parks and Public Works Director Matt Samitore reported that:

- He would like to move immediately on the greenway clean up. He is willing to take the lead on this project. We will be working with FEMA to see what we can and cannot do at this point. Jackson County has shown interest in transferring jurisdiction of the properties located in the city limits to Central Point. Tanea Browning and Rob Hernandez volunteered to be on the Greenway Adhoc Committee.
- There have been some complaints on social media regarding waterbills this week. We will be digging in and looking at these concerns next week.
- The field on the south side of Beall Lane has been tilled under. We received several calls from concerned citizens regarding weeds in the field. With the help of staff and Fire District No. 3 we tracked down the owner, and helped facilitate the field being plowed under. Fire District No. 3 has asked us not to enforce weed abatement until the fire danger is over.

Finance Director Steve Weber stated that he has been working on the audit.

Police Chief Kris Allison reported that:

- She is proud of staff in Central Point for what she saw on September 8<sup>th</sup> during the fires. The partnership between FD3, CPPD, and Public Works was amazing. Police and PW were on the greenway 24/7 putting out hot spots.
- Josh Abbot has been recognized as one of the 10 Emerging Leaders in our Valley.
- The Police Department received a \$65,000 School Resource grant.

Principle Planner Stephanie Holtey reported that:

- She has been supporting Public Works looking at FEMA implications on what we can and can't do in the greenway. They will be submitting a letter to FEMA supporting the need to take some of the green out of the greenway by managing the area instead of letting it grow wild.
- Regional planners are meeting about recovery efforts. All the regional cities are limited on areas within UGB's for interim housing. Central Point is very limited on vacant land large enough for interim housing needs. We will be approaching the State regarding other options.
- The Department received six building permit applications today for single-family housing.
- Our Natural Hazard Mitigation Plan is out of date. We have been working on the plan and hope to bring it before Council in October.

## **XIII. ADJOURNMENT**

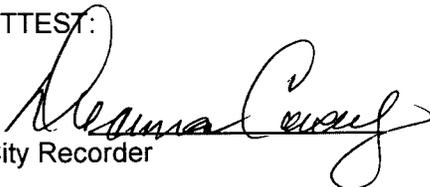
**Tanea Browning moved to adjourn.** Melody Thueson seconded and the meeting was adjourned at 8:43 p.m.

The foregoing minutes of the September 17, 2020, Council meeting were approved by the City Council at its meeting of October 8, 2020.

Dated: 10/9/2020

  
Mayor Hank Williams

ATTEST:

  
City Recorder